

**Detroit Workforce Development Department
Michigan Works! Agency and
Michigan Opportunity Partner
Workforce Development Board
HOST: Detroit Workforce Development Department
707 W. Milwaukee
Detroit, MI 48202**

**Friday, April 22, 2005
8:00 a.m.**

FULL BOARD MEETING MINUTES

I. Call to OrderTom Goss, Chairman

Mr. Goss, welcomed members and guests and called the meeting to order. A motion was made to hold off on the agenda and minutes until they have a full quorum.

**II. Director's Report.....Cylenthia LaToye Obayan, Esq.
Director, Detroit Workforce Development Department - MWA**

Grants

Ms. Obayan reported that the Detroit Workforce Development Department ("DWDD") is pursuing a grant proposal to help homeless veterans within the city of Detroit. DWDD will be working with different agencies on this endeavor. Let it is also be noted that DWDD will also be pursuing a Department of Justice grant to work with the Wayne County Prosecutor's Office in conjunction with the Department of Justice to help further reduce crime rates.

Returning Citizens formerly "Ex-Offenders"

The term "ex-offenders" has been changed to "returning citizens" in order to reflect something positive for those who have served their time. DWDD will have much involvement with returning citizens in order to address the crime rate within the city of Detroit. In the State of Michigan, forty percent (40%) of the prisoners to be released will come to Wayne County, seventy percent (70%) of those will be returning to Detroit. Police Chief Cummings reported that seventy percent (70%) of crimes committed in Detroit are from ex-offenders. The Department will be partnering with the State of Michigan, Southeast Michigan Community Alliance (SEMCA), and the Corrections-to-Work Taskforce to provide productive employment for returning citizens in the city.

Corrections-to-Work Taskforce

The Corrections-to-Work Taskforce works with returning citizens (formerly “ex-offenders”). Their adopted theme is “A job, a better job, a career, a business.” The Taskforce is looking at creative ways to create job opportunities for returning citizens. Their next meeting will be held on May 13, 2005 at 707 W. Milwaukee.

RFP Process

Due to several staff members retiring, DWDD’s restructuring went into effect on February 28, 2005. There will now be four units within the Department besides Executive Administration. They are:

- Executive Administration/WDB – Cylenthia LaToye Obayan, Esq.;
- Finance & Administrative Services (FAS) – Eunice Braxton Williams;
- Performance Assessment & Quality Assurance (PAQA) – Ralph Rayner;
- Internal Audit – Aaron Jones, III; and,
- Operations (Business Services Group & Planning) – Janisse L. Stewart.

Due to the restructuring, all finance services will be under one unit. The Business Services Group will work closely with the Business Services Committee of the Workforce Development Board (“WDB”).

Work First

DWDD is still leading in the state under Work First (“WF”). Currently, DWDD is conducting their Work First mid-year reviews for the various contractors. If performance levels are not meeting the Contract Management Committee’s expectations, contractors will be terminated. As discussed in the monthly contractors’ meetings, performance is not just about placement and retention, but enrollment, and cost per placement. The focus is to service the universal customer with or without barriers. Refunding decisions will be based on all factors. A full report will be submitted to the WDB Executive Committee with recommendations for or against refunding.

Workforce Investment Act (W.I.A.)

DWDD is meeting or exceeding all 17 performance measures. There will be no new RFP issued for program year 2005-2006. DWDD will extend the existing contracts for one year. A Request for Proposals (“RFP”) will go out in the fall for 2006-2007. Awards will be announced by the end of December.

One-Stop Closure

The decision to close the One-Stop Center at Grand River and Greenfield was made by DWDD's Executive Administration. It was based on the increase in thefts, assaults, and the overall safety of the customers. The closure date for that center is June 30, 2005. DWDD is looking into another site for the northwest area. There has not been a final decision on closing 9301 Michigan Avenue as of yet. If it is closed, there is a possibility of moving the staff to 1300 Rosa Parks.

III. Committee Reports

Executive Committee

Mr. Goss reported that the Executive Committee successfully hosted the Detroit Caucus at 455 W. Fort Street. They informed the senators and representatives on what DWDD and the WDB are and the services they provide. Mr. Goss stressed the importance of the legislators knowing what the WDB does. Mr. Goss also informed WDB members about the Mayor's Youth Summer Employment Initiative. Additionally, he stated that he, along with Ms. Obayan, were scheduled to appear on State Representative Bill McConnico's radio program on 88.1 FM. They will have yet another opportunity to discuss the services that DWDD offers and issues facing our workforce system.

Business Services Committee

Dr. Gregory reported that the Business Services Committee is now being co-chaired by himself and Mr. Calvin Sharp. The committee has met twice (April 14, 2005 and April 20, 2005) to rejuvenate the committee and industry clusters. The role of the committee is to coordinate activities with the four clusters, identify employers' needs, and get employers involved in placing clients. The four clusters are:

- Manufacturing
- Services
- Construction
- Healthcare

Dr. Gregory formally requested WDB members' help by becoming active members of the committee. He also solicited co-chairs for the Services cluster. Dr. Gregory attended the Chamber's Workforce Strategies Conference and recommended that staff and Board members attend the next one. He had the opportunity to recruit members to join the WDB. Mr. Goss encouraged non-board members to join the committees, as well.

Disability Taskforce

In the absence of Chairperson, Ms. Dorothy Quinn, Mr. Gupton reported. The Taskforce last met on April 19, 2005 to review the results from the last of three Future Search meetings that were held at the St. Regis hotel on March 23, 2005. The report from all three sessions will be presented to the Council in two weeks, DWDD's Executive Administration, the Executive Committee, and finally to the full WDB.

Education Advisory Group (EAG)

Belda Garza, Co-Chair along with Dr. Mary Smith, reported that the committee did not formally meet but held a strategic planning session with the WDB staff. They discussed the future direction for the Group and ways of increasing participation on the EAG. Ms. Garza stated that the Group wants to get youth involved with their efforts and get their perspective on the education they are receiving. Members will receive formal notification of the next meeting, which will be held on May 13, 2005 at 8:30 a.m. Meetings have now moved to 707 W. Milwaukee from 455 W. Fort.

Manufacturing Committee

Mr. Carter met with the WDB staff last Tuesday and went over the committee's priorities. The Committee wants to focus on both the job seekers' needs and those of the employers. A survey instrument will be developed to assess those needs. Another meeting is scheduled for Tuesday April 26, 2005 where the committee members will discuss advance manufacturing, organizing a manufacturing forum, and industry site visits. Mr. Goss recommended that Mr. Carter add Bridgewater to the list of manufacturing sites to visit.

Marketing Committee

Mr. Gupton advised that the Marketing Committee continues to meet once a month. An advertising subcommittee has been formed to determine how to market the services of the WDB and DWDD. In addition, a communication plan and brand logo for DWDD has been developed, which will soon be reviewed by the Executive Committee. The Speaker's Bureau subcommittee, chaired by Richard Carson, is recruiting WDB members to become part of the Marketing Committee to serve as the spokespersons for DWDD and the WDB. Also, a kick-off event to unveil the new logo and brand name to the public is being planned for later this summer. This event will also inform the public of the services provided by DWDD.

Construction

Sharon Mattic reported that she spoke with Larry Brinker of The Brinker Group, and he has agreed to co-chair the Construction Committee. Ms. Mattic will meet with Mr. Gupton to discuss future plans. Mr. Brinker and his team consist of four construction entities. Ms. Obayan is currently working with Councilman Bates on a taskforce for minority developers. In other developments, major construction companies have agreed to sponsor at least one person as an apprentice.

Healthcare

Mr. Hayden reported that the Committee had a MiRSA (Michigan Regional Skills Alliance) meeting on April 20, 2005. The group has identified three work groups: Influencing Legislation, Marketing Action, and Standardization Competency Action. They are focusing on long-term health care and stemming skilled worker shortages in this growing field.

Youth Advisory Council (YAC)

The YAC will be setting a regular meeting schedule. The committee is scheduled to next meet on May 12, 2005 at 9:00 a.m. at 455 W. Fort Street. Ms. Obayan met with Bobby Brown, Executive Director of Detroit Job Corps, and he has agreed to become more actively involved with the YAC.

Notably, Mayor Kilpatrick under the auspices of YAC and DWDD has organized a new program called the Youth Summer Employment Initiative ("YSEI"). This program will provide jobs for high school students within the city of Detroit from the ages of 15-17. DWDD has already received 10,100 applications and is seeking additional monetary funds. In Washington D.C., Lorenzo Harrison, Head of the Youth Program for the U.S. Department of Labor, has agreed to contribute \$300,000 for the employment of youth in the Empowerment Zone who meet all of the criteria for the Youth Opportunity Movement, or YO! To qualify, youth must be: 1) Ages 14-21; 2) low income; and 3) residents of the Empowerment Zone.

DWDD will be calling on the WDB to make personal and corporate contributions to help the city's youth. It costs \$1,000 per child to fund six weeks of employment comprised of 30 hours per week at \$5.15 per hour with minor administration cost. At this point the Department has 600 work sites available. Let it be noted that CareerWorks, Inc. who's operating this project, has agreed to forego its profit on this component.

Thus far Penske has donated \$15,000, and The Sterling Group has donated \$5,000. All funds towards this endeavor should be made payable to the Detroit Workforce Development Board. The YSEI committee meets every Wednesday at 10:00 a.m. at 707 W. Milwaukee on the second floor.

IV. Overview of Veteran Employment and Training (VETS) Programs

Dennis Opoka, Veterans Program Specialist of the U.S. Department of Labor, discussed information concerning several programs related to veterans' rights:

107-288 Jobs for Veterans Act

- To provide job placement assistance at One Stop Career Centers;
- Develop Workforce employers;
- Extend placement for active duty employees.

Veterans Employment Opportunity Act (VEOA)

- Veteran preference in federal employment.

Uniform Services Employment Reemployment Rights Act (USERRA)

- Allow active duty employees to leave work for military duty;
- Restore active duty employees to their original positions;
- Require employers to post veterans rights in the workplace.

Mr. Opoka discussed an initiative at the Department of Labor concerning incarcerated veterans who will need help in finding jobs once released from prison. If you have any questions concerning veterans' rights you can call the following numbers:

- Main phone# (313) 456-3180;
- Dennis Opoka, Veterans' Program Specialist (313) 456-3187;
- Kim Fulton, Director (313) 456-3186.

5. Old Business/New Business/Announcements

Vonda Turner's Funeral Arrangements

Mr. Goss requested that the WDB have a moment of silence in remembrance of its beloved, Vonda Turner of the Detroit Regional Chamber. All funeral arrangement information was sent to the WDB via email and fliers were on hand.

Success Stories

- Obstolum Triggs, an eleventh grade DPS student at the Career Tech Center talked about the CISCO program. The main focus of the program is teaching web design, web maintenance, and networking technology. The program has allowed Absalom to compete in two competitions: Skills USA, and the Business Professional of America competition. The CISCO program has increasing job opportunities, financial rewards, hands-on training, student performance, and certification exams.
- Devin Daniels, a twelfth grade DPS student, attends Western High School. Mr. Daniels attends Briehaupt in the afternoon to learn Information Management Technology. The program is preparing him to become a Microsoft Office Specialist. The program gives him in depth training in Word, Excel, PowerPoint, Access, and Outlook.

Ms. Obayan and Mr. Goss both congratulated the two students on their accomplishments and future endeavors.

Melvin Gupton also introduced two new employees to the WDB, Ms. Monique White (WDB Liaison) and Ms. Jocelyn Fitzpatrick (WDB Staff - Prison Reentry Initiative). He also recognized Mr. Hank Galnor, the new Director of Employment Central! of Detroit. Mr. Galnor assumed the position once held by Mr. Richard Fair.

6. Adjournment

Having no further business, the meeting was adjourned at 10:13 a.m.

Meeting Attendance

WDB MEMBERS / Title	REPRESENTING
Tom Goss Chairman	Goss, LLC.
Byron Carter Administrator, HR Development	UAW/General Motors for Human Resources
Belda Garza Board Member	Detroit Public Schools Board of Education
Dr. Karl Gregory Consultant	K.D.G. & Associates – Management & Economic Consulting
John Hayden V.P. Human Resources	Henry Ford Health System
Donald (Steve) Hill District Manager	MDCD Rehabilitation Services
Jacqueline Jones Group Vice-President	United Way Community Services
Jerry Kaminski Corporate Training Coordinator	American Axle & Manufacturing, Inc.
Veronica Madrigal District Manager	Family Independence Agency
Sharon Mattic Contract Compliance Officer	City of Pontiac
Albert Taylor Nelson Attorney	Berry Moorman, PC. – Law
David Purdy Regional Manager	CVS Pharmacy
Patricia Rencher	Detroit Urban League

DWDD STAFF	
Cylenthia LaToye Obayan, Esq.	MWA Director
John King	MWA Consultant
Melvin Gupton	Chief of Staff
Ralph Rayner	Detroit MWA
Janisse Stewart	Detroit MWA
Eunice Williams	Detroit MWA
Monique White	WBD Liaison
Rusan M. Combs	WDB Staff Assistant

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GUESTS	REPRESENTING
Beverly Archer	Wings of Faith
David Archer	Employment Central
Rose Marie Brook	DPS
Dolores Bryant	DWP
Richard F. Carson	WDB Marketing Committee
Pat Chatman	Goodwill Industries
Curtis Clements	DPS
Sonya Cross	A New Beginning II
Eva G. Dewaelsche	SER Metro
Annie Ellington	Detroit Workforce Network
Jocelyn Fitzpatrick	JVS/Workforce Development
Hank Galnor	Employment Central
Cathy Hardway	MRS
Gloria Houze	Employment Central
Sharon Jamal	Detroit's Work Place
Karen Koswenski	Operation Able
Barbara Kuylindall	ACS
Jennifer Lane	Foundation for Behavioral Resources
Patricia Little	Michigan Rehabilitation Services
G. Mathis	Detroit Urban League
Brenda Montley-Aikens	Ross IES
Shani Niang	Detroit Workforce Network
Barbara Nurenberg	JVS
Janice Saur	The Resource Network
Alberto Uribe	Detroit's Work Place